## ALABAMA DEPARTMENT OF ARCHIVES AND HISTORY

P.O. Box 300100 Montgomery, Alabama 36130-0100 Fax: 334-353-4321

## PERMISSION TO PUBLISH CONTRACT PHOTOGRAPHS / DIGITAL IMAGES / MOVING IMAGES

I / we request permission to reproduce the following image(s) from the collections of the Alabama Department of Archives and History.

## **CONDITIONS**

- 1. <u>Credit Line:</u> Alabama Department of Archives and History, Montgomery, Alabama. This credit line must be included for use of each image reproduced. Exception: When reproducing image(s) for a film, a credit line in the closing credits will suffice.
- 2. Permission is granted for one-time use only. The image(s) may not be reused without the written permission of the Department. Exception: Images may be used in publicity or supporting materials which explicitly promote or supplement the publication named on page 2 of this contract.
  - a) For use in printed materials, the publisher agrees to send the Department a copy of the publication containing the image listed. If the work contains no more than two images from the department, proof or tearsheets of the title page and page(s) containing the items used and acknowledgment will satisfy this requirement.
  - b) In the case of motion picture films, filmstrips, and slideshows, the publisher agrees to send still photographs or photocopies of the title frame and the frame showing picture credits.
  - c) In the case of web sites or CDs, the publisher agrees to send images of the page(s) showing the picture and credit line.
- 3. The Department does not claim to control all rights of reproduction for all materials it its collections. The publishing party assumes all responsibility for clearing reproduction rights and for significant infringement of the U.S. Copyright Code.
- 4. If permission is granted for the publishing party itself to photograph any visual material in the Department's collections, all such negatives or tiff images on compact disc must be given to the Department.
- 5. The Department charges a reproduction rights fee of \$100 for commercial use of an image. There is no charge for not-for-profit or educational use.

IMAGES USED:			

## REPRODUCTION RIGHTS AGREEMENT

The undersigned hereby agrees that any and all reproductions of works owned by the Alabama Department of Archives and History will be reproduced only in the manner described on page 1 of this contract and in accordance with the regulations described in this agreement:

Signature	Date	
Print name and position		
Title of proposed publication:		
Expected date of publication/release:	_	
Author/Producer:		
Address:		
Telephone:		
Check one – This use is: Commercial Non-pr	rofit Educational	
Check at least one – The result will be: Periodical Web site / CD Exhibit Other, please specified in the control of the c		
Check one – Distribution rights desired (one time, one la North American rights World rights Language	C C .,	
Other use:		
APPROVED		
Assistant Director for Public Services		
DATE:	-	

ALABAMA DEPARTMENT OF ARCHIVES AND HISTORY
P.O. Box 300100
Montgomery, Alabama 36130-0100

Fax: 334-353-4321